MA

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Michael Anderson

NON-FINANCIAL REPORTING COORDINATOR

Dynamic Non-Financial Reporting Specialist with a focus on environmental sustainability and corporate governance. With over 7 years of experience, possesses a unique blend of analytical skills and strategic insight necessary for effective non-financial reporting. Expertise in developing reporting frameworks that not only fulfill regulatory obligations but also enhance organizational transparency. Adept at leveraging technology to streamline data collection and reporting processes.

SKILLS

- Environmental sustainability
- Data collection
- Regulatory compliance
- Stakeholder communication
- Reporting software
- Training facilitation

EDUCATION

BACHELOR OF SCIENCE IN ENVIRONMENTAL STUDIES, UNIVERSITY OF NATURE, 2016

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Contributed to a 35% improvement in reporting efficiency through process optimization.
- Awarded for outstanding contributions to team projects.
- Recognized for developing innovative reporting templates.

EXPERIENCE

NON-FINANCIAL REPORTING COORDINATOR

Eco Vision Group

2016 - Present

- Coordinated the non-financial reporting process across departments.
- Developed metrics for measuring environmental impact.
- Ensured timely submission of reports to regulatory bodies.
- Engaged with stakeholders to collect feedback on reporting practices.
- Utilized reporting software to enhance data accuracy.
- Facilitated training sessions on reporting standards.

JUNIOR REPORTING ANALYST

Sustainability Innovations Ltd.

2014 - 2016

- Assisted in the preparation of quarterly non-financial reports.
- Conducted data analysis to support reporting accuracy.
- Participated in cross-departmental meetings to improve reporting processes.
- Maintained databases for tracking non-financial metrics.
- Created visual representations of data for presentations.
- Gathered stakeholder input to refine reporting strategies.